

**Department of Consumer and Regulatory Affairs  
BUSINESS AND PROFESSIONAL LICENSING ADMINISTRATION  
Corporations Division**



**941 North Capitol Street, N.E.  
Washington, DC 20002**

**Instruction Sheet – Application For Certificate Of Authority For Profit And Non-Profit Corporations That Are Outside The United States Of America**

**General Instructions for Preparing and Filing Application**

- International Corporations must:

Attach an original copy of their corporation documents (Articles of Incorporation or Charter Documents) from the office of the registrar of companies. Also be sure to include an official statement that verifies that the corporation is still in existence and is in good legal standing.

- If the Articles of Incorporation or the charter document are not in the English language they must be translated into English by someone at a United States Foreign Consulate or Embassy or by someone duly certified by a government agency to translate Foreign languages.

**Fee Schedule for Application for Authority**

1. Business and Professional Corporations
  - a. Filing Fee... . \$200.00
2. Non-profit Corporations
  - a. Filing Fee... . \$ 70.00
3. Certified Copies are \$ 35.00 per.
4. Certified of Good Standings are \$15.00 for business corporations and \$30.00 for Non Profit Corporations

**MAKE ALL CHECKS PAYABLE TO THE “D.C. TREASURER”**  
General Information (202) 442-4432.